



COMMONWEALTH OF KENTUCKY JOB CLASS SPECIFICATION

ENVIRONMENTAL HEALTH INSP PROG EVALUATOR

Job Number: 20000850

Job Code: 33630V151016

Job Group: 3300 - HEALTH INSPECTION

Job Established: 06/16/1982

Job Revised: 05/16/2008

Grade: 14 Salary (MIN - MID):

\$18,075-\$23,944 - Hourly

\$2,937.20-\$3,890.90 - 37.5 Hr. Monthly Salary

\$3,133.00-\$4,150.30 - 40 Hr. Monthly Salary

Special Entrance Rate:

NONE

NONE

NONE

PROBATIONARY PERIOD:

This job has an initial and promotional probationary period of 6 months. For additional information refer to: <http://www.lrc.ky.gov/kar/101/001/325.htm>.

CHARACTERISTICS OF THE JOB: *Characteristics of a job are general statements indicating the level of responsibility and discretion of positions in that job classification. These are not intended to be an exhaustive list.*

Evaluates state health inspection programs. Develops and recommends programs and budgetary changes, performs quality control inspections; and performs other duties as required.

MINIMUM REQUIREMENTS:

EDUCATION:

Graduate of a college or university with a bachelor's degree with a minor or twenty-four (24) semester hours in environmental health, biological health or physical science.

EXPERIENCE:

Must have three years of professional regulatory experience or experience in health administration, health service occupation, milk/food laboratory quality control or milk/food industry.

Substitute EDUCATION for EXPERIENCE:

NONE

Substitute EXPERIENCE for EDUCATION:

NONE

SPECIAL REQUIREMENTS (AGE, LICENSURE, REGULATION, ETC.):

Must be registered as an Environmental Health Specialist/Sanitarian under the provisions of KRS 223 within twelve (12) months of appointment and maintain this registration for the length of employment in this job title. <http://www.chfs.ky.gov/dph/sanitarrians/>

EXAMPLES OF DUTIES OR RESPONSIBILITIES OF THE JOB CLASSIFICATION: *Examples of duties or responsibilities are not to be construed as describing what the duties or responsibilities of any position shall be and are not to be construed as limiting the appointing authority's ability to assign, or otherwise alter the duties and responsibilities of a position. This is not intended to be an exhaustive list.*

Reviews reports by state and/or local inspector to identify trends and/or problems. Performs appropriate research of relevant literature. Develops and recommends programmatic or procedural changes based on legislative or regulatory changes, problem identification or unacceptable trends. Communicates adopted changes to field staff. Develops and conducts training program for inspectors, field men, quality control and other industry personnel. Researches and develops informational material about the program for public release. Issues official orders of permit suspension, quarantine and disposal of milk and milk products requiring economic loss to industry and expenditures to revise manufacturing and product equipment to meet state and federal standards. Evaluates for approval technical construction plans of the milk and food industry. Coordinates the inspection program for an area. Personally investigates complaints about inspectors. Refers complaints or allegations to industry noncompliance to local inspectors. Drafts correspondence or memos to interested parties for own or supervisor's signature. Performs inspection duties for FDA and USDA in accordance with federal/state agreements and regulations. Provides major input for program planning process.

UNIQUE PHYSICAL REQUIREMENTS:

Must be able to bend, stoop, climb, crawl and lift to conduct inspections.

TYPICAL WORKING CONDITIONS: *Incumbents in the job will typically perform their job duties under these conditions.*

Incumbents working in this job title will require frequent traveling to conduct inspections.

ADDITIONAL REQUIREMENTS:

Upon appointment, employees in this class may be required to maintain a valid driver's license and required to drive a licensed vehicle. This status may be necessary for the length of time in this class. If this is necessary it will be listed in the specific position description for that position. Applicants and employees in this job title may be required to submit to a drug screening test and background check. Applicants and employees in positions which perform job duties that may require contact with offenders in the custody or supervision of the Department of Corrections or with youth in the care, custody, or supervision of the Department of Juvenile Justice must meet qualifications pursuant to the federal Prison Rape Elimination Act, 28 C.F.R. 115.17 and 115.317.

THE COMMONWEALTH OF KENTUCKY DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, RELIGION, SEX, NATIONAL ORIGIN, SEXUAL ORIENTATION OR GENDER IDENTITY, ANCESTRY, AGE, DISABILITY, POLITICAL AFFILIATION, GENETIC INFORMATION OR VETERAN STATUS IN ACCORDANCE WITH STATE AND FEDERAL LAWS.